

CITY OF PITTSBURGH

Department of Open Records

William Peduto, Mayor

Celia B. Liss, Open Records Officer

April 23, 2019

Cindy Long
c/o MuckRock News
DEPT MR 56934
411A Highland Avenue
Somerville, MA 02144-2516

RE: RTK No. 43-02-2019

Dear Ms. Long:

On April 22, 2019, the City of Pittsburgh Open Records Office received your written request for records pursuant to the Pennsylvania Right-to-Know Law (RTKL), 65 P.S. §67.101 *et seq.* Your specific request is as follows:

Pursuant to the Pennsylvania Right to Know Act, I hereby request the following records:


- (1) *All non-privileged personal records of Stacey Hill, Administrative Manager City of Pittsburgh, Innovation & Performance 1/1/2012 - 4/15/2019*
- (2) *All outbound (sent) email of Stacey Hill, Administrative Manager City of Pittsburgh, Innovation & Performance from 2/15/2019 - 4/15/2019*
- (3) *Copies of all invoices received by City of Pittsburgh, Innovation & Performance from 2/15/2019 - 4/15/2019*

The RTKL requires that the City provide an initial response within five business days of receiving the request, or in this case, on or before April 29, 2019. The RTKL permits the City to take up to an additional thirty (30) days to provide a final response under certain circumstances, for example, when there is a bona fide staffing limitation in retrieving the requested records, when legal review is necessary, and/or if redaction of a public record is required. In this case, we are asserting our right to take an additional 30 days. See 65 P.S. §67.902(a).

The City is obligated to redact any non-public information from public records pursuant to any exceptions set forth in the RTKL. See 65 P.S. §67.706. Note that the City is not required to create records which do not currently exist or maintain information in a form in which it does not currently exist. See 65 P.S. §67.705. Additionally, nothing in the RTKL shall be construed to modify, rescind or supersede any of the City's record retention policies. See 65 P.S. §67.507.

Please expect our final answer within thirty (30) days of April 29, 2019. Thank you for your patience in this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Celia B. Liss". The signature is fluid and cursive, with the first name "Celia" being the most prominent part.

Celia B. Liss
Open Records Officer

CBL/emh